



**SUB-BOARD I, INC.**  
**MONTHLY COMMISSION PAYROLL SCHEDULE**  
**2008 - 2009**



<u>SERVICE MONTH</u>	<u>TIME REPORT DUE</u>	<u>PAY DAY</u>
AUGUST, 2008	03-Sep-08	Fri, 12-Sep
SEPTEMBER, 2008	15-Oct-08	Fri, 24-Oct
OCTOBER, 2008	12-Nov-08	Fri, 21-Nov
NOVEMBER, 2008	10-Dec-08	* Thurs, 18-Dec
DECEMBER, 2008	07-Jan-09	Fri, 16-Jan
JANUARY, 2009	04-Feb-09	Fri, 13-Feb
FEBRUARY, 2009	04-Mar-09	* Thurs, 12-Mar
MARCH, 2009	15-Apr-09	Fri, 24-Apr
APRIL, 2009	13-May-09	* Thurs, 21-May
MAY, 2009	10-Jun-09	* Thurs, 18-Jun
JUNE, 2009	08-Jul-09	* Thurs, 16-Jul
JULY, 2009	05-Aug-09	* Thurs, 13-Aug

\* Reduced hours will be in effect from Tuesday December 16, 2008 through Friday January 9, 2009, and from Monday March 9, 2009 through Friday March 13, 2009, and from Friday May 8, 2009 through Friday, August 28, 2009.

**REMINDER!** Federal regulations require that appointment authorizations with I-9 attachments must be submitted to the Sub-Board I Accounting Office for all newly hired employees **within three business days** from their first day of work!